

Our Reference: F259/17-18



Government of South Australia
Department for Child Protection

**Freedom of Information
Customer Services Unit**

Hon Kyam Maher MLC
Parliament House
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www.childprotection.sa.gov.au

Dear Mr Maher

Re: Freedom of Information Application

I refer to your Freedom of Information application dated and received in this office on 21 May 2018. You have requested a copy of the following:

"Since 17 March 2018, copies of any and all documents (including but not limited to physical, electronic, or written briefs, minutes, emails, diary entries and any other correspondence) which lists all departmental staff who have been allocated as the primary contact for the Minister or the Minister's staff or the Minister's office."

I wish to advise that searches have been conducted for documents matching the scope of your request and 1 document has been identified. In accordance with the *Freedom of Information Act 1991* (FOI Act), I have determined to refuse access to this document.

The document is an Incoming Government Brief, specifically prepared for submission to Cabinet and is therefore exempt pursuant to clause 1(1)(a) of schedule 1 of the FOI Act.

Clause 1(1)(a) states:

1—Cabinet documents

(1) A document is an exempt document—

(a) if it is a document that has been specifically prepared for submission to Cabinet (whether or not it has been so submitted); or

Please be aware that in accordance with Premier and Cabinet Circular PC045, *Disclosure Logs for Non-Personal Information Released through Freedom of Information*, this agency is required to publish a log of all non-personal information released under the FOI Act.

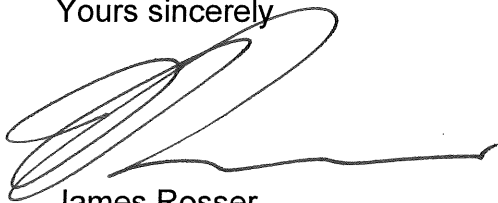
PC045 can be found at the following address: <http://www.dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars>

No costs have been levied for the processing of your application.

If you have any questions regarding this determination please contact me on (08) 8226 4310.

If you are dissatisfied with this determination you have a legal right of review and appeal (attached).

Yours sincerely

A handwritten signature in black ink, appearing to be 'James Rosser', written over a horizontal line.

James Rosser
ACCREDITED FREEDOM OF INFORMATION OFFICER

25 June 2018

FREEDOM OF INFORMATION ACT 1991
YOUR RIGHTS TO REVIEW AND APPEAL

1. INTERNAL REVIEW

If you are dissatisfied or "aggrieved" with certain decisions or "determinations" of an agency/council/university (regarding access to documents or amendment of records), under S.29 and S.38 of the *Freedom of Information Act (SA) 1991*, you can apply to the agency/council/university concerned for an internal review of its determination.

To apply for an internal review of a determination you must write a letter addressed to the Principal Officer or lodge an internal review application form with the same agency/council/university as made the determination. This also must be addressed to the Principal Officer. The application must be accompanied by the appropriate fee (if applicable). The application should be lodged within 30 days of the original determination.

The agency/council/university will undertake its internal review and advise you of its decision within 14 days of receipt of the application.

There is no right to an internal review of a determination made by a Minister or Principal Officer of an agency/council/university.

2. INVESTIGATION BY THE OMBUDSMAN/POLICE COMPLAINTS AUTHORITY

After an internal review has been completed, if you are still dissatisfied with the agency/council/university's determination, you can request an external review by the Ombudsman/Police Complaints Authority of the determination. The Ombudsman/Police Complaints Authority is empowered to investigate the conduct of any person or body in relation to a determination made by an agency/council/university under this Act. (If an application determination was made by a police officer, or the Minister responsible for the administration of the SA Police, applications for external review are made to the Police Complaints Authority. All other applications for external review should be made to the Ombudsman.)

You may also request an external review by the Ombudsman/Police Complaints Authority if you have no right to an internal review.

The application for review by the Ombudsman/Police Complaints Authority should be lodged within 30 days of the after the date of a determination.

Investigations by the Ombudsman/Police Complaints Authority are free. Further information is available from the Office of the Ombudsman or Police Complaints Authority.

3. REVIEW BY SACAT

You have a right to apply for a review by SACAT if you are unhappy with:

- a determination not subject to Internal Review
- an Internal Review determination, or
- the outcome of a review by the Ombudsman SA or the Police Ombudsman.

You must exercise your right of review with SACAT within 30 calendar days after being advised of the above types of determinations or the results of a review. Any costs will be determined by SACAT, where applicable.

For more information contact SACAT. Contact Details:
South Australian Civil and Administrative Tribunal
(SACAT)

Phone: 1800 723 767

Email: sacat@sacat.sa.gov.au